CITY OF HARRISBURG AND HARRISBURG SCHOOL DISTRICT MERCANTILE – BUSINESS PRIVILEGE TAX

YOUR TAXING CATEGORY IS PRINTED ON THE TAX RETURNS.

NOTE: YOUR CANCELLED CHECK IS YOUR RECEIPT. IF A VALIDATED TREASURER'S RECEIPT IS REQUIRED SEND A SELF-ADDRESSED, STAMPED ENVELOPE

<u>TAX TYPE</u> – The proper category for reporting your gross receipts is indicated on the reverse side of this form.

- A) <u>WHOLESALE</u> Shall mean any person who sells to dealers in, or vendors of, goods, wares and merchandise, and to no other individual.
- B) <u>RETAIL</u> Shall mean the sale of merchandise directly to the consumer or end user.
- C) <u>BUSINESS PRIVILEGE</u> Any profession, vocation or commercial activity for which a fee is collected, inclusive of receipts generated from rentals, storage, videos, repairs, construction, etc.
- D) <u>COMBINED</u> Your tax type may be any combination of the above. Report your gross receipts under the indicated categories on this form.

<u>BUSINESS</u> – This is defined as carrying on or exercising for gain or profit, in the City of Harrisburg, any trade, profession, vocation, or commercial activity, or making sales in the City of Harrisburg; a profession or vocation or any rendering of personal services in the City of Harrisburg, in any capacity, except as an employee of another

As to those taxpayers having their principal place of business within the City of Harrisburg, business shall include all activities carried on within the City of Harrisburg, as well as, those carried on outside the City of Harrisburg.

As to those taxpayers having their principal place of business outside the City of Harrisburg, business shall include all activities carried on within the City during the tax year.

A person who engages in a taxable activity in the City is subject to this tax whether or not he/she has a permanent place of business within the City of Harrisburg.

We mail Tax Forms to all identified Taxpayers at their last known address. The requirement to pay the Tax, and pay it timely, does not hinge on whether a Taxpayer received the Tax Form. Therefore, if you do not receive a Tax Return in January, please call the Tax & Enforcement Office at (717) 255-6513 and we will investigate the problem and correct it.

EXEMPTIONS

- Persons employed for a wage or salary, non-profit corporation or associations, organizations for religious, charitable, or educational purposes, agencies of the United States or the Commonwealth of Pennsylvania, and the business of any political subdivision.
- 2) Utilities whose rates are regulated by the Pennsylvania Public Utility Commission.
- 3) Landlords and Rental Property NO tax shall be assessed on the gross receipts received as rent for a residential property by a landlord or his agent.
- 4) Production or manufacturing operations.

PHONE INQUIRIES: (717) 255-6513 **FAX**: (717) 255-6509

PENALTY AMOUNT IS 10% OF TAX DUE AFTER THE DUE DATE.

THE U.S. POSTAL SERVICE POSTMARK IS THE ONLY PROOF OF TIMELY FILING ACCEPTED.

CITY OF HARRISBURG & HARRISBURG SCHOOL DISTRICT QUARTERLY BUSINESS PRIVILEGE AND MERCANTILE WORKSHEET FOR YEAR 20___

SECTION A:		CITY OF HAR	RRISBURG BUSINES	S PRIVILEGE/MER	CANTILE TAX	
<u>ITEM</u>	WHOLESALE	RETAIL	BUSINESS PRIVILEGE	TOTAL <u>AMOUNT</u>	5. Quarterly Payment due from line 4	\$
Indicate estimated or actual gross receipts for the year.	\$	\$	\$	\$	6. Penalty of 10% if paid after due date	\$
Multiply total gross by the tax rate for your category.	.0005 up to \$5,000,000 in excess of \$5,000,000 rate is .000125	.00075 up to \$3,300,000 in excess of \$3,300,000 rate is .000125	.0020 up to \$3,300,000 in excess of 3,300,000 rate is .0005		7. Interest of% per month if paid after due date	\$
Total annual estimated tax due for the year.	\$	\$	\$	\$	8. Total amount due this quarter/City of Harrisburg. (add lines 5, 6 & 7)	\$
4. For quarterly tax due, di	vide the total amount of item 3	3 by "4"			9. Note: Use this are	\$ (-)
	/4=\$	•			for Quarterly adjustments & final	+ ()
	turn Use Figures From Line		Filings		4 th Quarter adjustments	\$ (+)
Total amount due Each Quarter/City of	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	10. Total amount due this Quarter (Add	
Harrisburg	Due July 30 th	Due Oct 30 th	Due Jan 30 th	Due April 30 th	lines 8 & 9)	\$
SECTION B:	S	CHOOL DISTRICT	OF HARRISBURG B	USINESS PRIVILEG	GE/MERCANTILE TA	X
			BUSINESS	TOTAL	15. Quarterly Payment due from line 14	¢
<u>ITEM</u>	WHOLESALE	<u>RETAIL</u>	<u>PRIVILEGE</u>	<u>AMOUNT</u>		Ψ
11.Indicate estimated or actual gross receipts for the Year	\$	\$	\$	\$	16. Penalty of 10% if paid after due date	\$
12.Multiply total gross by the tax rate for your category	.0005 up to \$5,000,000 in excess of \$5,000,000 rate is .000125	.00075 up to \$3,300,000 in excess of \$3,300,000 rate is .000125	.0010 up to \$3,300,000 in excess of 3,300,000 rate is .0005		17. Interest of% per month if paid after due date	\$
13.Total annual estimated tax due for	\$	\$	\$	\$	18. Total amount due this quarter/City of Harrisburg (Add	
the Year					lines 15, 16 & 17)	\$
14.For quarterly tax due, di	vide the amount of item 13 by	"4"			19. Note: Use this area for Quarterly	
Total amount \$		_Quarterly Tax Due			adjustments & final 4 th Ouarter	¢
	turn Use Figures From Line	4 For 2 nd , 3 rd & 4 th Quarter	Filings		adjustments	\$
Total amount due Each Quarter/Hbg.	1st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	20. Total amount due	
School District	Due July 30 th	Due Oct 30 th	Due Jan 30 th	Due April 30 th	this Quarter (Add lines 18 & 19)	\$
If adjustments are necessary Reconcile estimated to actus	y to your payment enter here a al. Adjustments:	nd explain below.	Grand TotalAmount Do Make Check Payable To:	ue With This Return "City Treasurer" (Add Lin	nes 10 & 20)	
Wholesale			Tables and d. C.			the heat of ment
Retail			and belief is a true, correct	1 3 3	as been examined by me and to	the best of my knowledge
Ŭ.			Signature of Taxpayer		Title (Owner, Partner, Etc	.)
Submit final breakdown of	receipts when complete.		Date		Signature of preparer if of	her than Taxpayer

PLEASE ATTACH A COPY OF YOUR FEDERAL SCHEDULE C, 1065 OR 1120 FORM FOR THE YEAR



CITY OF HARRISBURG & HARRISBURG SCHOOL DISTRICT QUARTERLY BUSINESS PRIVILEGE AND MERCANTILE 1st QUARTER FOR YEAR _____

AC	COUNT #:				FEDERAL I	ID #:	
					TAXING CA	TEGORY:	
					MAIL TO:	City of Harrisburg 10 N. 2 nd Street, Suite 305-A Harrisburg, PA 17101-1680)
					Phone: (717)		255-6509
SE	CTION A:		CITY OF HA	RRISBURG BUSINE	SS PRIVILEGE/ME	RCANTILE TAX	
	<u>ITEM</u>	WHOLESALE	RETAIL	BUSINESS PRIVILEGE	TOTAL <u>AMOUNT</u>	5. Quarterly Payment due from line 4	\$
1.	Indicate estimated or actual gross receipts for the year.	\$	\$	\$	\$	6. Penalty of 10% if paid after due date	\$
2.	Multiply total gross by the tax rate for your category.	.0005 up to \$5,000,000 in excess of \$5,000,000 rate is .000125	.00075 up to \$3,300,000 in excess of \$3,300,000 rate is .000125	.0020 up to \$3,300,000 in excess of 3,300,000 rate is .0005		7. Interest of% per month if paid after due date	\$
3.	Total annual estimated tax due for the year.	\$	\$	\$	\$	8. Total amount due this quarter/City of Harrisburg. (add lines 5, 6 & 7)	\$
Tota		ax due, divide the total amour	•			9. Note: Use this are for Quarterly adjustments & final 4th Quarter	\$ (-) \$ (+)
	-	eturn Use Figures From Line	_ ` ;	r Filinge		adjustments	
	CTION B:	_		_	BUSINESS PRIVILE	10. Total amount due this Quarter (Add lines 8 & 9) GE/MERCANTILE TAX	\$
	<u>ITEM</u>	WHOLESALE	<u>RETAIL</u>	BUSINESS PRIVILEGE	TOTAL AMOUNT	15. Quarterly Payment due from line 14	\$
11.	Indicate estimated or actual gross receipts for the Year	\$	\$	\$	\$	Penalty of 10% if paid after due date 17. Interest of% per	\$
12.	Multiply total gross by the tax rate for your category	.0005 up to \$5,000,000 in excess of \$5,000,000 rate is .000125	.00075 up to \$3,300,000 in excess of \$3,300,000 rate is .000125	.0010 up to \$3,300,000 in excess of 3,300,000 rate is .0005		month if paid after due date 18. Total amount due this quarter/City of	\$
13.	Total annual estimated tax due for the Year	\$	\$	\$	\$	Harrisburg (Add lines 15, 16 & 17)	\$
Tota	amount \$	e, divide the amount of item 13	Quarterly Tax Due			19. Note: Use this area for Quarterly adjustments & final 4 th Quarter adjustments	\$
If Fi	ling An Estimated Re	eturn Use Figures From Line	e 4 For 2 nd , 3 rd & 4 th Quarte	r Filings		20. Total amount due this Quarter (Add lines 18 & 19)	\$
	ljustments are necessary		and explain below.	Grand TotalAmount D Make Check Payable To	oue With This Return "City Treasurer" (Add Lin	nes 10 & 20)	
				I declare under the penaltic belief is a true, correct and		as been examined by me and to the	best of my knowledge and
				Signature of Taxpayer		Title (Owner, Partner, Etc.)	
	<u> </u>	receipts when complete.				(Owner, Father, Etc.)	
Duoi	int iniai breakdown or	receipts when complete.		Date		Signature of preparer if other	than Taxpaver

CITY OF HARRISBURG & HARRISBURG SCHOOL DISTRICT QUARTERLY BUSINESS PRIVILEGE AND MERCANTILE 2nd QUARTER FOR YEAR _____

AC	COUNT #:				FEDERAL I	D #:	
					TAXING CA	TEGORY:	
					MAIL TO:	City of Harrisburg 10 N. 2 nd Street, Suite 305-4 Harrisburg, PA 17101-1680)
					Phone : (717)		255-6509
SE	CTION A:		CITY OF HA	RRISBURG BUSINE	SS PRIVILEGE/ME	RCANTILE TAX	
	<u>ITEM</u>	WHOLESALE	RETAIL	BUSINESS PRIVILEGE	TOTAL <u>AMOUNT</u>	7. Quarterly Payment due from line 4	\$
5.	Indicate estimated or actual gross receipts for the year.	\$	\$	\$	\$	8. Penalty of 10% if paid after due date	\$
6.	Multiply total gross by the tax rate for your category.	.0005 up to \$5,000,000 in excess of \$5,000,000 rate is .000125	.00075 up to \$3,300,000 in excess of \$3,300,000 rate is .000125	.0020 up to \$3,300,000 in excess of 3,300,000 rate is .0005		7. Interest of% per month if paid after due date	\$
7.	Total annual estimated tax due for the year.	\$	\$	\$	\$	8. Total amount due this quarter/City of Harrisburg. (add lines 5, 6 & 7)	\$
Tota		ax due, divide the total amount	•			Note: Use this are for Quarterly adjustments & final 4th Quarter	\$ (-) \$ (+)
	·	eturn Use Figures From Line	_ ` ,	r Filings		adjustments	
	CTION B:			_	RUSINESS PRIVILE	12. Total amount due this Quarter (Add lines 8 & 9) GE/MERCANTILE TAX	\$
OL.	CHON B.		Chool District	BUSINESS	TOTAL		
	<u>ITEM</u>	WHOLESALE	<u>RETAIL</u>	PRIVILEGE	AMOUNT	21. Quarterly Payment due from line 14	\$
14.	Indicate estimated or actual gross receipts for the	\$	\$	\$	\$	22. Penalty of 10% if paid after due date	\$
15.	gross by the tax	.0005 up to \$5,000,000 in excess of \$5,000,000	.00075 up to \$3,300,000 in excess of \$3,300,000	.0010 up to \$3,300,000 in excess of 3,300,000		23. Interest of % per month if paid after due date	\$
16.	rate for your category Total annual	rate is .000125	rate is .000125	rate is .0005		24. Total amount due this quarter/City of Harrisburg (Add lines 15, 16 & 17)	\$
	estimated tax due for the Year	\$	\$	\$	\$	25. Note: Use this area for	*
	• •	e, divide the amount of item 13	-			Quarterly adjustments & final 4 th Quarter	
	·	/4=\$				adjustments	\$
If Fi	ling An Estimated Re	eturn Use Figures From Line	e 4 For 2 nd , 3 rd & 4 th Quarte	r Filings		26. Total amount due this Quarter (Add lines 18 & 19)	\$
	ljustments are necessary oncile estimated to actu		and explain below.	Grand TotalAmount D Make Check Payable To	oue With This Return "City Treasurer" (Add Lin	nes 10 & 20)	
	plesale			I declare under the penaltic belief is a true, correct and		as been examined by me and to the	best of my knowledge and
				Signature of Taxpayer		Title (Owner, Partner, Etc.)	
	<u> </u>	receipts when complete				Title (Owner, 1 attlict, Etc.)	
Submit final breakdown of receipts when complete.			Date		Signature of preparer if other than Taxpayer		

CITY OF HARRISBURG & HARRISBURG SCHOOL DISTRICT QUARTERLY BUSINESS PRIVILEGE AND MERCANTILE 3rd QUARTER FOR YEAR _____

AC	COUNT #:				FEDERAL I	ID #:		
					TAXING CA	ATEGORY:		
					MAIL TO:		rrisburg Street, Suite 305-A 5, PA 17101-1680	
					Phone : (717)	255-6513	Fax: (717)	255-6509
SE	CTION A:		CITY OF HAI	RRISBURG BUSINE	SS PRIVILEGE/ME	RCANTILE	TAX	
	<u>ITEM</u>	WHOLESALE	RETAIL	BUSINESS PRIVILEGE	TOTAL AMOUNT	9. Quarterly due from		\$
9.	Indicate estimated or actual gross receipts for the year.	\$	\$	\$	\$	due date	f 10% if paid after	\$
10.	Multiply total gross by the tax rate for your category.	.0005 up to \$5,000,000 in excess of \$5,000,000 rate is .000125	.00075 up to \$3,300,000 in excess of \$3,300,000 rate is .000125	.0020 up to \$3,300,000 in excess of 3,300,000 rate is .0005		per mont after due	th if paid e date	\$
11.	Total annual estimated tax due for the year.	\$	\$	\$	\$	quarter/C	nount due this City of Harrisburg. es 5, 6 & 7)	\$
	al amount \$	tax due, divide the total amour _/4=\$	Quarterly Tax Due	er Filings		Quarterl	Ise this are for ly adjustments & h Quarter lents	\$ (-) \$ (+)
	•		,				mount due this (Add lines 8 & 9)	\$
SE	CTION B:	S	SCHOOL DISTRICT	OF HARRISBURG	BUSINESS PRIVILE	GE/MERCA	ANTILE TAX	
 -	<u>ITEM</u>	WHOLESALE	RETAIL	BUSINESS PRIVILEGE	TOTAL AMOUNT	27. Quarterl from lin	ly Payment due ne 14	\$
17.	or actual gross receipts for the	\$	\$	\$	\$	after due		\$
18.	Year Multiply total gross by the tax	.0005 up to \$5,000,000 in excess of \$5,000,000 rate is .000125	.00075 up to \$3,300,000 in excess of \$3,300,000 rate is .000125	.0010 up to \$3,300,000 in excess of 3,300,000 rate is .0005		month it date	of% per f paid after due	\$
19.	rate for your category Total annual estimated tax due	rate is .000123	Tate is .000123	rate is .0000		quarter/	urg (Add lines	\$
	For quarterly tax due	e, divide the amount of item 13	3 by "4"	\$	\$	Quarterl	Ise this area for ly adjustments & Quarter	
Tota	1 amount \$		Quarterly Tax Due			adjustm		\$
If Fi	ling An Estimated Re	eturn Use Figures From Line	e 4 For 2 nd , 3 rd & 4 th Quarter	r Filings			mount due this (Add lines 18 &	\$
	ljustments are necessar oncile estimated to actu		and explain below.	Grand TotalAmount D Make Check Payable To:	ue With This Return "City Treasurer" (Add Lin	nes 10 & 20)		
Wholesale			I declare under the penalties of perjury that this return has been examined by me and to the best of my knowledge and				est of my knowledge and	
Retail			belief is a true, correct and complete return.					
Bus.	. Privilege			Signature of Taxpayer		Title (Own	ner, Partner, Etc.)	
Subr	mit final breakdown of	f receipts when complete.		Date		Signature of	of preparer if other t	han Taxpayer

CITY OF HARRISBURG & HARRISBURG SCHOOL DISTRICT QUARTERLY BUSINESS PRIVILEGE AND MERCANTILE 4th QUARTER FOR YEAR _____

AC	COUNT #:				FEDERAL	ID #:	
					TAXING C	ATEGORY:	
					MAIL TO:	City of Harrisburg 10 N. 2 nd Street, Suite 30 Harrisburg, PA 17101-16	
					Phone : (717		7) 255-6509
SEC	CTION A:		CITY OF HA	RRISBURG BUSINE	SS PRIVILEGE/ME	RCANTILE TAX	
	<u>ITEM</u>	WHOLESALE	RETAIL	BUSINESS <u>PRIVILEGE</u>	TOTAL <u>AMOUNT</u>	11. Quarterly Payment due from line 4	\$
13.	Indicate estimated or actual gross receipts for the year.	\$	\$	\$	\$	12. Penalty of 10% if paid after due date7. Interest of%	\$
14.	Multiply total gross by the tax rate for your category.	.0005 up to \$5,000,000 in excess of \$5,000,000 rate is .000125	.00075 up to \$3,300,000 in excess of \$3,300,000 rate is .000125	.0020 up to \$3,300,000 in excess of 3,300,000 rate is .0005		per month if paid after due date	\$
15.	Total annual estimated tax due for the year.	\$	\$	\$	\$	8. Total amount due this quarter/City of Harrisburg. (add lines 5, 6 & 7)	\$
	l amount \$	ax due, divide the total amou /4=\$	-	er Filings		15. Note: Use this are for Quarterly adjustments & final 4th Quarter adjustments	\$ (-) \$ (+)
	Ü	J	, -	Ü		16. Total amount due this Quarter (Add lines 8 & 9)	\$
SEC	CTION B:		SCHOOL DISTRICT	OF HARRISBURG	BUSINESS PRIVILE	GE/MERCANTILE TAX	
SE (20.	ITEM Indicate estimated or actual gross receipts for the Year	WHOLESALE \$	SCHOOL DISTRICT RETAIL \$	BUSINESS PRIVILEGE	BUSINESS PRIVILE TOTAL AMOUNT	33. Quarterly Payment due from line 14 34. Penalty of 10% if paid after due date 35. Interest of% per	\$ \$
20.	ITEM Indicate estimated or actual gross receipts for the Year Multiply total gross by the tax rate for your			BUSINESS	TOTAL	 33. Quarterly Payment due from line 14 34. Penalty of 10% if paid after due date 35. Interest of% per month if paid after due date 36. Total amount due this 	\$ \$
20.	ITEM Indicate estimated or actual gross receipts for the Year Multiply total gross by the tax	WHOLESALE \$	RETAIL \$.00075 up to \$3,300,000 in excess of \$3,300,000 rate is .000125	BUSINESS PRIVILEGE \$	TOTAL AMOUNT	 33. Quarterly Payment due from line 14 34. Penalty of 10% if paid after due date 35. Interest of% per month if paid after due date 	\$\$ \$\$
20.21.22.17.	ITEM Indicate estimated or actual gross receipts for the Year Multiply total gross by the tax rate for your category Total annual estimated tax due for the Year	WHOLESALE \$	RETAIL \$00075 up to \$3,300,000 in excess of \$3,300,000 rate is .000125 \$ 13 by "4"	BUSINESS PRIVILEGE \$	TOTAL AMOUNT	 33. Quarterly Payment due from line 14 34. Penalty of 10% if paid after due date 35. Interest of% per month if paid after due date 36. Total amount due this quarter/City of Harrisburg (Add lines 15, 	\$ \$ \$ \$
20.21.22.17.TotaIf Fi	ITEM Indicate estimated or actual gross receipts for the Year Multiply total gross by the tax rate for your category Total annual estimated tax due for the Year For quarterly tax due amount \$	WHOLESALE \$	RETAIL \$	BUSINESS PRIVILEGE \$	TOTAL AMOUNT	 33. Quarterly Payment due from line 14 34. Penalty of 10% if paid after due date 35. Interest of% per month if paid after due date 36. Total amount due this quarter/City of Harrisburg (Add lines 15, 16 & 17) 37. Note: Use this area for Quarterly adjustments & final 4th Quarter 	\$ \$ \$ \$ \$
20. 21. 22. 17. Tota If fad Recc \$	ITEM Indicate estimated or actual gross receipts for the Year Multiply total gross by the tax rate for your category Total annual estimated tax due for the Year For quarterly tax due amount \$	\$	RETAIL \$00075 up to \$3,300,000 in excess of \$3,300,000 rate is .000125 \$ 13 by "4" Quarterly Tax Due ne 4 For 2 nd , 3 rd & 4 th Quarterly and explain below.	BUSINESS PRIVILEGE \$	**TOTAL AMOUNT \$ \$	 33. Quarterly Payment due from line 14 34. Penalty of 10% if paid after due date 35. Interest of% per month if paid after due date 36. Total amount due this quarter/City of Harrisburg (Add lines 15, 16 & 17) 37. Note: Use this area for Quarterly adjustments & final 4th Quarter adjustments 38. Total amount due this Quarter (Add lines 18 & 19) 	\$
20. 21. 22. 17. Tota If Fi Who	ITEM Indicate estimated or actual gross receipts for the Year Multiply total gross by the tax rate for your category Total annual estimated tax due for the Year For quarterly tax due amount \$	WHOLESALE \$	RETAIL \$	BUSINESS PRIVILEGE \$	**TOTAL AMOUNT \$ \$ we With This Return "City Treasurer" (Add Linus of perjury that this return has been been been been been been been bee	 33. Quarterly Payment due from line 14 34. Penalty of 10% if paid after due date 35. Interest of% per month if paid after due date 36. Total amount due this quarter/City of Harrisburg (Add lines 15, 16 & 17) 37. Note: Use this area for Quarterly adjustments & final 4th Quarter adjustments 38. Total amount due this Quarter (Add lines 18 & 19) 	
20. 21. 22. 17. Tota If Fi Who Reta Bus.	ITEM Indicate estimated or actual gross receipts for the Year Multiply total gross by the tax rate for your category Total annual estimated tax due for the Year For quarterly tax due amount \$	WHOLESALE \$	RETAIL \$00075 up to \$3,300,000 in excess of \$3,300,000 rate is .000125 \$ 13 by "4" Quarterly Tax Due ne 4 For 2 nd , 3 rd & 4 th Quarterly and explain below.	BUSINESS PRIVILEGE \$	**TOTAL AMOUNT \$ \$ we With This Return "City Treasurer" (Add Linus of perjury that this return has been been been been been been been bee	 33. Quarterly Payment due from line 14 34. Penalty of 10% if paid after due date 35. Interest of% per month if paid after due date 36. Total amount due this quarter/City of Harrisburg (Add lines 15, 16 & 17) 37. Note: Use this area for Quarterly adjustments & final 4th Quarter adjustments 38. Total amount due this Quarter (Add lines 18 & 19) es 10 & 20) 	